

**NORTH CAROLINA STATE BOARD OF EDUCATION**  
**Policy Manual**

<b>Item</b>	<b>Description</b>
<b>Policy Title</b>	Textbook Evaluation Advisors
<b>Policy Category</b>	Textbooks (TEXT)
<b>Policy ID</b>	TEXT-002
<b>Policy Date</b>	12/07/2017
<b>Previous Policy Dates</b>	08/03/1989, 11/04/2010, 01/08/2015
<b>Statutory Reference</b>	GS 115C-89
<b>Administrative Procedures Act (APA)</b>	16 NCAC 6D .0206

- A. The Textbook Commission shall appoint textbook evaluation advisors. To the extent possible, the advisors shall be representatives of each of the eight education regions of the state. The Textbook Commission has the right to remove any advisor with the approval of the State Superintendent.
- B. All advisors appointed by the Textbook Commission shall be qualified by training and experience to evaluate textbooks, as referenced in TEXT-000, for use in the public schools. In appointing these advisors, the Textbook Commission shall consider the textbook scheduled for adoption during that adoption period, and shall ensure the advisors have expertise in the content and grade levels for which textbooks are to be adopted.
- C. The advisors shall perform all of their prescribed duties according to the schedule developed by the Department and under the direction of the Textbook Commission. The advisors, using the criteria developed by the Department of Public Instruction, shall assist the Textbook Commission in the evaluation of textbooks presented for adoption. Before beginning to evaluate textbooks each advisor shall participate in a comprehensive orientation and training session.
- D. The State Superintendent will assign to members of the Department the responsibility of assisting the advisors in the performance of their duties.
- E. Advisors who are not under contract with a local school administrative unit for the designated period shall receive a salary of \$150 per day for not more than 10 days. Advisors who are under contract with a local school administrative unit for the designated period, or are employed by another state agency, will receive their regular salaries during a regular school/work day and will receive a salary of \$150 per day on non-school/work days when approved by their employer for dual employment. All advisors will be reimbursed for travel and subsistence expenses as allowed for state employees.